

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 34
FEBRUARY 17, 2016 – WORK SESSION**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, February 17, 2016, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair** **Staff: Pam Dill**
 Jill Johnson, Member
 Helen Price Johnson, Member

Staff Present: Bill Oakes, Director, Spencer Keane, Traffic Engineer, Tom Sage, Surface Water Engineer, Kyle Carlson, Surface Water Engineer, Matt Nienhuis, Maintenance Superintendent

Others Present: Elaine Marlow, Budget Director

Record @ 00:05

Add-on

Subject/Description: Federal Lands Access Program (FLAP)

Attachment: none

Information: Bill briefed the Board on a federal grant WSDOT is applying for to use for Banta intersection improvements. He will be asking the Board and the ITPO to sign a letter of support.

Roads

Subject/Description: Speed Limit Review

Attachment: Memo dated 2/4/16 from Spencer Keane, Traffic Engineer, to BOCC

Information: Citizen request to decrease the speed limit for the northern portion of Sunrise Blvd. The current posted speed limit is 50 mph. The northernmost ¾ miles of the road was examined the traffic engineers recommendation is to decrease the speed limit to 35 mph.

Follow up: Okay with full Board to schedule for Public Hearing (Location TBD)

Drainage

Subject/Description: Columbia Beach at Berg South Outfall (CDP)

Attachment: Memo dated February 2016 from Tom Sage, Surface Water Engineer, to BOCC

Action Requested: Approval of CDP 16-03 Columbia Beach at Berg South Outfall. Project extends the existing outfall beyond the zone of longshore drift, eliminating local residential flooding and the recurrent problem of burial and plugging of the outfall; Total Appropriation: \$333,176.00.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Subject/Description: Sandy Point Outfall (CDP)

Attachment: Memo dated 2/8/16

Action Requested: Approval for the replacement of an outfall in the Sandy Point community. Projects includes installing a new storm water outfall to convey water from a replacement catch basin on the southern side of Wateredge Drive, northeast through the Sandy Point community to an outfall east of the community pier; Total Appropriation: \$210,450.00.

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Follow up: Okay with full Board to move forward to a Tuesday agenda.

ER&R

Subject/Description: Purchase of two Toyota Forklifts

Attachment: Memo dated 2/4/16 from Matt Nienhuis, to BOCC

Action Requested: Approval of PO# 10395 for the purchase of 2 ea Toyota 8FGU25 Forklifts from Vance lift Truck Service, Inc.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, February 17, 2016 at 9:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director, Bruce Rohm

Others Present: Elaine Marlow, Budget Director, Bill Oakes, Andrew Somers, Hiller West, Mary Engle, Wanda Grone

Record @ 26:02

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Clerk

- Deputy Clerk 2, replacement, C-8 #019/16
 - Deputy Clerk 1, replacement, C-7 #028/16
- Commissioner Johnson moved to approve Job Requisition #019/16 & 028/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.*

Public Works

- Administrative Project Assistant, replacement, NR-9, #024/16
- Commissioner Johnson moved to approve Job Requisition #024/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.*

Superior Court

- Juvenile Detention Officer, replacement, .5 FTE C-9, #025/16
- Commissioner Price Johnson moved to approve Job Requisition #025/16. The motion was seconded by Commissioner Johnson and carried unanimously.*

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Planning

- Senior Planner, promotion, C-13, #026/16
 - Senior Planner, promotion, C-13, #027/16
- Commissioner Price Johnson moved to approve Job Requisition #026/16 & 027/16. The motion was seconded by Commissioner Johnson and carried unanimously.*

Subject/Description: Revision of Personnel Policies & Procedures Manual (cont from 1/6/16)

Attachment: Memo dated 2/11/16 from Melanie Bacon, to BOCC

Action Requested: Melanie noted that two policy issues raised by Mary Engle and Wanda Grone need to be discussed prior to obtaining full approval of the revised manual.

Policy VIII.1; Include as a new Item A as follows:

Any criminal act committed during the work day, including, but not limited to, criminal acts of theft, embezzlement, fraud, forgery, vandalism, assault, harassment, hate crimes (malicious harassment), driving under the influence, violations of the controlled substances act, etc. Conduct committed during the work day that meets the definition of a criminal act shall be grounds for immediate disciplinary action, regardless of whether or not criminal charges are filed, and regardless of whether or not a criminal conviction is obtain in a court of law.

Policy X.2 Use of County Vehicles; addition to A.3 as follows:

Employees using a County vehicle for County business may make limited personal use of that vehicle (such as to purchase lunch or to stop at a grocery store on the way home).

Follow up: Okay with Board to make changes and move forward to the next roundtable for discussion.

**Current Use Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, February 17, 2016 at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair **Staff:** Pam Dill
Jill Johnson, Member
Helen Price Johnson, Member

Staff Present: Hiller West, Current Use Planning & Community Development Director,
Andy Griffin, Paula Bradshaw

Others Present: Elaine Marlow, Budget Director, Ted Perkins, FEMA, David Simpson,
Coast & Harbor Engineering, Dan Mitchell, Chief Civil Prosecuting Attorney

Record @ 52:45

Subject/Description: FEMA Preliminary map appeal discussion

Attachment: none

Discussion: Ted Perkins, FEMA, provided background on the new flood zone mapping that started in 2011. Draft maps were released in October of 2014 and in December of 2014 FEMA met with the community. Based on input provided by the community FEMA made some changes

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to the work maps. In March of 2015 preliminary maps were released to the public and community coordination meetings were scheduled. FEMA's appeal period ended January 26, and they have just begun the process of evaluating the County's appeal.

The Board asked FEMA, given the new analysis in Island County's appeal, if they would be willing to perform that analysis for large areas of the county's coastlines.

Ted Perkins indicated that if there were four or five stretches of the county's coastlines that need mapping improvements they would be willing to work with the County through the Letter of Map Revisions process.

Follow up: Staff will work with Coast & Harbor Engineering to identify several locations where it might be appropriate to do some further analysis.

Subject/Description: Planning update

Attachment: yes

Information: Hiller West provided the Board with the monthly Planning/Community Develop update.

Island County Treasurer
Summary Minutes

Work Session was held between the County Commissioners and the Treasurer on Wednesday, February 17, 2016, at 11:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Present: Wanda Grone, Treasurer, Roberta Happel, Collections Deputy

Others Present: Elaine Marlow, Budget Director

Record @ 02:09:34

Subject/Description: Sale of Tax Title Property

Attachments: yes

Action Requested: Approval to move forward with the sale of four (4) Tax Title Properties; PID#504476, PD#392952, PID#59288 and PID#389644 that did not sell at the December 8, 2016 real property foreclosure auction.

Follow up: Okay with full Board to bring a resolution forward to a Tuesday consent agenda.

Subject/Description: 2015 Refunds Paid Report per RCW 84.69.020

Attachment: none

Information: Wanda Grone presented the 2015 Refunds Paid Report.

Subject/Description: 2014 Refunds Paid Report per RCW 84.69.020

Attachment: none

Information: Wanda Grone presented the 2014 Refunds Paid Report.

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Work Session was held between the County Commissioners and WSU/Extension on Wednesday, February 17, 2016, at 11:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Richard Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Tim Lawrence, Director

Others Present: Elaine Marlow, Budget Director

Record @ 02:20:10

Subject/Description: Interagency Agreement between Washington State University Extension and Island County

Attachment: agreement

Action Requested: Approval of Memorandum of Agreement between WSU & Island County; the agreement provides funding for WSU employed personnel for the period January 1, 2016 through December 31, 2016; Amount \$64,976.00.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, February 17, 2016 at 1:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director, Keith Higman, Mark Brown, Sheriff, Dan Mitchell, Chief Civil Deputy Prosecutor

Record @ 03:15:32

Subject/Description: Consider appointment to the Civil Service Commission

Attachments: yes

Action Requested: The Board considered appointments/reappointments to the Civil Service Commission.

Follow up: Okay with full Board to move recommendation forward to a Tuesday agenda.

Subject/Description: Amending Island County's Fireworks Chapter, 9.08A and Burn Ban Chapter, 14.03B. (cont. from 8/12/15)

Attachments: draft ordinance

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Action Requested: Dan Mitchell reviewed the proposed amendments as directed by the Board at the previous work session.

Additional changes:

14.03B.020 – Definitions.

Burn Ban – Type II includes a ban on all outdoor burning including a ban on small recreational fires that were otherwise exempt from a Type I burn ban. A Type II burn ~~may~~ will also include a temporary ban on the use and discharge of all fireworks, unless the use and discharge of such fireworks are authorized by a permit issued by the local fire official pursuant to Chapter 9.08A ICC.

14.03B050 Duration.

Change the termination date from thirty (30) days to (60) days or at the Sheriff's discretion.

Follow up: Dan will check on the statutory requirements regarding the termination date and bring the changes back to a future work session.

Subject/Description: Review expenditures out of Prosecuting Attorney's Office for WAPA

Attachments: yes

Action Requested: The Board reviewed the Prosecuting Attorney's Office WAPA dues vouchers that were pulled from the Boards consent agenda on February 2nd.

Commissioner Price Johnson asked for clarification about WAPA's role in Greg Bank's lawsuit against the Board's outside attorney. Bank's said that his litigation was not supported by WAPA, contrary to recent news reports.

Follow up: Okay with full Board to move vouchers forward to a Tuesday consent agenda.

Subject/Description: Northwest Senior Services Board

Attachments: yes

Action Requested: Request from Northwest Regional Council to appoint James Cloore to serve on the Northwest Senior Services Board, Position #4.

Follow up: Okay with full Board.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Richard M. Hannold, Member

Jill Johnson, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board